

Eliot Chapel Board of Trustees Meeting Notes (Approved 6/11/19)
May 14, 2019 7:00pm

Board members: Karen Fuchs (2019), Trina Priese (2019), Todd Stark (2019), Brian Krippner (2020), Ken Denson (2021), Jon Spiesman (2021), Cathy Converse (2021), David Cox (2020)

7:00. Gather (5 min)

- Chalice lighting & Opening Reading

Brian

7:05 Check-ins (15 min)

7:20 Visitor Comments (2 minutes per visitor) (5 min)

7:25 Meeting Preparation (5 min)

- Finalize agenda
- Confirm meeting assignments:
 - timekeeper
 - process and transparency observer

Karen
Cathy

7:30 Consent Agenda (5 min) **APPROVED**

- Approval of new members:

7:35 Old Business (20 min)

- Proxy Voting Task Force
- Actions from prior meeting (See p. 3-4 of minutes of 4-9-2019 Meeting in Drive)
- Chair-Elect Options for 2019-20 - *no update from last time, Todd will address at Annual Meeting if it arises*
- Final Preparations for Annual Meeting on 5/19/2019

Todd/David

8:40 New Business (40 Min)

New Business

7:55 Lead Ministers Incidental Report (20 min)

[Gary][Jeanne]

(skipped to this directly at the beginning)

8:15 Treasurer's Report (20 min)

Ken

Camille - needs more info on cc expenditures. Accountants put \$ in as a lump sum but haven't parsed it for proper appropriation yet so no report.

- Lead Minister Discretionary Fund Review

Ken

Camille has this, but Ken hasn't seen it yet.

- Budget for 2019-20
Discussion that projected deficits should not be showed in Pledge Income area. Show 'Fundraisers' under 'Other income' Will need to do additional fundraising to make up gap.

Ken/Camille

Brian - Passing the budget tonight or in June? Not necessary. Can present this with deficit for full disclosure. Will break out \$91K line items for more information

Approval of April 2019 Minutes **APPROVED**

● **Policy Monitoring Reports: (move to June)**

- | | |
|--|-------------|
| ○ 2.1 Governing Style | Todd |
| ○ 2.2 Board Job Description | Todd |
| ○ 2.3 Annual Agenda Planning | Todd |
| ○ 2.4 Officer Roles and Responsibilities | Todd |
| ○ 2.8 Complaint and Inquiries Regarding Board Policies | Todd, Karen |
| ○ 3.5 Policy Non-Compliance | Jon, Trina |
| ○ 4.9 Board Communication & Support | [Exec Team] |
| ○ Review of Activity for Dunlap/Nutt fund | Ken |
| ○ Review of Activity Minister's discretionary fund | Ken |

9:00 **Meeting Summary:**

Assignments for June Meeting - reviewed & revised

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|-----------------------|-----------|
| ● 2.9 Gifts | Ken |
| ● 4.3, 4.5, 4.8, 4.10 | Exec Team |

ACTIONS:

Todd: email Lead Minister Evaluation (not done yet)
Camille: Change the 2019-2020 Budget as discussed
Approval of Final Budget is scheduled for June

DECISIONS:

Last month's minutes were approved

Transparency Report: Cathy: no discrepancies noted

Meeting ended at 8:49pm